

## **MEETING MINUTES**

### **MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, November 4, 2015**

- I. **Call to Order & Roll Call** Chair Batilo called the meeting to order at 7:00 pm  
Present: Chair Batilo, Vice Chair Mohsin, Commissioners Bilbao, Kathapurkar, Manassau, Rosario, Sharma, Truong  
  
Alternate Commissioners Present: Bell, Chen, Gandhi, Lee  
  
Absent: Leon
- II. **Seating of Alternates** – Lee
- III. **Pledge of Allegiance** – Chair Batilo led the Pledge of Allegiance
- IV. **Approval of Agenda** – Vice Chair Mohsin motioned, and Commissioner Bilbao seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of October 7, 2015** – Commissioner Rosario motioned, and Vice Chair Mohsin seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Tim Wong said 2016 will be a busy year for the Housing Division because the Consolidated Plan will be updated. The Consolidated Plan is a five year plan to show Housing and Urban Development (HUD) how the City plans to spend its CDBG and federal funds.
- VIII. **Liaison Report** – Vice Mayor Montano announced that there will be a groundbreaking ceremony on November 18 for a project in the TASP area near the Great Mall. Mr. Wong will send a link to a Planning Division web page showing approved and pending development projects in the City.
- IX. **Commissioners Round Table** – Chair Batilo announced the Veterans Day celebration at City Hall on November 11 at 9:00 am and the Christmas Tree lighting on November 30. Vice Chair Mohsin asked staff for the balance of the annual budget and a quarterly budget update, and he also requested the attendance log be sent to commissioners quarterly. Vice Chair Mohsin reminded the commissioners that traditionally the CAC will have a holiday potluck at the December meeting.
- X. **New Business**

#### **A. Town Hall Meeting**

Chair Batilo said the CAC will host the Town Hall Meeting in May 2016 and the topic will focus on education. Vice Mayor Montano said education is a broad range, and it was agreed that the scope would be limited to a more specific topic such as STEM schools. Chair Batilo said the subcommittee will meet to start planning the Town Hall meeting, discuss a theme, and return to the commission early in the year.

## **XI. Unfinished Business**

### **A. Our City Forest Tree Grant**

On October 21, City staff, Roman Desoto of R3 Studios, and the Tree Planting subcommittee met with Our City Forest, who proposed five areas for the planting of 200 trees. Afterwards, staff met with Public Works to discuss the logistics of the tree plantings and they have some concerns because four of the five proposed areas are under another jurisdiction. There is another meeting tentatively scheduled for November 13 at 11:00 to continue the discussion.

Vice Chair Mohsin motioned, and Commissioner Rosario seconded, to request that staff provide locations for the tree plantings and to authorize the subcommittee to work with staff and Our City Forest to plant 200 trees by the end of December. Motion carried unanimously.

### **B. Make a Difference Day Debrief**

Make a Difference Day was held on October 25, 2015 and Chair Batilo said it was a good event, however the fingerprinting was not as successful as in the past, with 20 children participating, and there were 300 flu shots available but only 100 used.

There was a comment about having more hand-outs and brochures, and better visuals for the table. Mr. Wong said the Library Advisory Commission wants to participate in the next Make a Difference Day and has added the item to their 2016 work plan.

### **Review Subcommittee Member Assignments and Update as Needed**

Make a Difference Day:	Batilo, Mohsin, Sharma (A)
National Night Out:	Mohsin, Manassau, Truong, Bilbao (A)
NBO Awards:	Manassau, Rosario, Bilbao, Leon (A)
Spring Cleanup Day:	Sharma, Leon, Manassau, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

## **XII. Adjournment – The meeting was adjourned at 8:07 pm to the next meeting of December 2, 2015.**